

IMPORTANT DEADLINES THAT INFLUENCE GTEP FIELD EXPERIENCES 2011-12

"The more tightly integrated the learning experiences of the novices, veteran teachers, and university faculty can become, the more powerful the influence on each other's practices and capacity for constant improvement."

- Darling-Hammond, 2006, p. 185

GTEP DEADLINES: Fall 2011

During the Initial Field Experience, teacher candidates are expected to be in the field at least one day and no more than two days each week during the term. Please mark these dates on your calendar and plan your observation/field experience visits accordingly.

Date	On or before...
December 1, 2011	Complete 3-way conference with teacher candidate and cooperating teacher
December 6, 2011*	Supervisors upload Initial Field Experience Report into TK20

GTEP DEADLINES: Winter 2011

In order for teacher candidates to be successful, they need regular written feedback from their supervisors and mentor teachers. In part-time student teaching, teacher candidates are expected to be in the field a minimum of 20 hours each week. Please mark these dates on your calendar and plan your observation/field experience visits accordingly.

Date	On or before...
February 10, 2012*	Complete 3-way conference and mid-term Student Teaching evaluation
February 14, 2012	Supervisors upload mid-term Student Teaching evaluation into TK20
March 9, 2012*	Teacher candidates turn in completed Work Sample to supervisor for review and revision (if necessary)
March 16, 2012	Supervisors return work sample with feedback to the teacher candidate for revision
March 16, 2012*	Complete 3-way conference and final Student Teaching evaluation
March 20, 2012	Supervisors upload final Student Teaching evaluation
March 22, 2012	Teacher candidates upload final approved work sample to TK20
March 22, 2012*	Supervisors upload work sample evaluation to TK20

GTEP DEADLINES: Spring 2011

In order for teacher candidates to be successful, they need regular written feedback from their supervisors and mentor teachers. In full-time student teaching, teacher candidates are in the field 40+ hours each week. Supervisors will have many more opportunities to observe teacher candidates as they take up the full range of teaching responsibilities in the classroom. A supervisor should be able to go into a classroom at any given time and be able to observe and give constructive feedback to teacher candidates. Please mark these dates on your calendar and plan your observation/field experience visits accordingly.

Date	On or before...
May 4, 2012*	Complete 3-way conference and mid-term Student Teaching evaluation
May 8, 2012	Supervisors upload mid-term Student Teaching evaluation into TK20
June 1, 2012*	Teacher candidates turn in completed work sample to supervisor for review and revision (if necessary)
June 8, 2012	Supervisors return work sample with feedback to the teacher candidate for revision
June 8, 2012*	Complete 3-way conference and final Student Teaching evaluation
June 12, 2012	Supervisors upload final Student Teaching evaluation
June 14, 2012	Teacher candidates upload final approved work sample to TK20
June 14, 2012*	Supervisors upload work sample evaluation to TK20

* At each of these milestones, supervisors will email Cohort Leaders a teacher candidate a brief progress update for their supervisees

RETURNING PRINT COPIES OF WORK SAMPLES

If a cohort leader or supervisor requests a print copy of a candidate's work sample (it is **not** a program requirement, so please think carefully about such a request), the candidate must submit their work sample accompanied by an addressed, postage-paid envelope so the work sample can be returned to them. Please let the candidates know about this policy in time for them to properly prepare the submission of their Spring work samples. Work samples may not be left in the mailbox area of ED 602 or outside faculty offices.